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HANDBOOK

RECORDS

TRAINING

This subject pertains to the development and direction of all Agency training programs.

TRAINING

- ✓1. Policies and Procedures
- ✓2. Facilities
- ✓3. Internal CIA Training
 - ✓Courses (optional case folder on each course to include subjects below)
 - ✓Requests
 - ✓Nominees and Candidates
 - ✓Evaluations
 - ✓Student
 - ✓Instructor/Course
- ✓4. External CIA Training
 - ✓Courses (optional case folder on each course to include subjects below)
 - ✓Requests
 - ✓Nominees and Candidates
 - ✓Evaluations
 - ✓Student
 - ✓Instructor/Course
- ✓5. Reports

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HANDBOOK

RECORDS

COLLECTION

This subject pertains to the Agency methods, sources, responsibilities and requirements involved in the collection of intelligence information.

COLLECTION

1. Evaluations

(Collection Program - Information Reports)

2. Methods and Techniques

3. Planning and Coordination

(Definition of Responsibilities - Procedures for Collection)

4. Requirements

(Guides, Reading Requirements - Requests - Directives - Responsibilities)

5. Sources

6. Printed Matter

(Publications - Newspaper - Periodicals - Documents - Maps - Charts)

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